



Judicial Appointments Board
for Scotland

BOARD MEETING

MINUTES OF THE MEETING HELD ON

MONDAY 12th DECEMBER 2016 at 10:00AM

THISTLE HOUSE, 91 HAYMARKET TERRACE, EDINBURGH

- Present: Dr Michael Ewart, Acting Chairing Member
Mrs Alison Mitchell
Mrs Deirdre Fulton
Professor Stephen Tierney
Ms Neelam Bakshi
The Hon Lady Wise
Sheriff Mackie
Mr James McNeill QC
Mr Alistair Morris
- Apologies: The Hon Lord Minginish
Sheriff Principal Pyle
- In attendance: Mr Michael Garden, Chief Executive
Miss Kerry Love, Secretary to the Board
Miss Ashleigh Meikle, Appointments Team Leader
Mr John Wallace, Observer

1. Welcome and Apologies

1.1 Dr Ewart welcomed the Board Members to the meeting. Apologies were received from Lord Minginish and Sheriff Principal Pyle. Dr Ewart welcomed Mr John Wallace as an observer of the meeting. Mr Wallace will be assigned to the Board as the new Governance and Appointments Manager from 4th January 2017.

2. Minutes of the 21st November 2016 Board Meeting

2.1 The minutes of the Board Meeting were approved by the Board.

3. Matters arising from the minutes

3.1 There were no matters arising.

4. Chairing Member and Chief Executive Updates

4.1 Dr Ewart provided the Board with the following updates:

- He provided feedback to the Board from an introductory meeting he had with Lord Kakkar, the Chair of the Judicial Appointments Commission for England and Wales (JAC) on 22nd November 2016.
- Sheriff Mackie's term on the Board will end on 31st December 2016 and he will be replaced by Sheriff O'Grady. Dr Ewart is seeking an extension via Paragraph 6 (7) of the Judiciary and Courts (Scotland) Act 2008, to allow for Sheriff Mackie's continuing participation in the current Sheriff appointment round.

4.2 Mr Garden provided the Board with the following updates:

- The First Minister has agreed the Summary Sheriff recommendations and the warrants are now with the Palace.
- The Senator exercise sift meeting has taken place and six applicants are being invited to interview.
- The Sheriff exercise sift meeting will take place on Thursday 15th December 2016.
- Two applications were received for the President of the First-Tier Tribunal, Tax Chamber appointment round. Both applicants are being invited to interview. A positive meeting took place with Lord Erich to gain a further understanding of the role and to discuss the content of the case studies.
- An update of the PRS/LA exercise is provided in the paper that will be discussed later in the meeting.

5. Annual Report 2016/17 Outline (JABS 2016 50)

5.1 The Board approved the draft outline. The Secretariat will now begin adding the detail to the document. and a draft will be considered by the Audit and Risk Management Committee, before being presented to the Board for approval at the May 2017 Board Meeting.

Action point: Secretariat to begin adding the detail to the document, and provide the Audit and Risk Management Committee with a draft, before it is presented to the Board for approval at the May 2017 Board Meeting.

6. Framework Document (JABS 2016 51)

6.1 The Board agreed the proposed revisions to the Framework Document. It will now be sent to the Board's Sponsor Division in the Scottish Government, who will seek agreement from their Deputy Director and Public Bodies Unit before a final version can be agreed.

Action point: Secretariat to send the document to Scottish Government for consideration.

7. PRS/LA Appointment Round Process (JABS 2016 52)

7.1 The Board discussed and approved the proposed process for the appointment round. It agreed to deploy the Board Assistants as Sift/Panel Chairs. The Secretariat will trawl lay Members to identify someone to sit on the selection panel alongside Lord Minginish and Aileen Devaney, Housing President. The Board would like sight of the Assessment Framework following the pre-appointment planning meeting on 12th January 2017. The Secretariat will provide a verbal update at the January Board Meeting.

Action point: Secretariat to trawl lay Members to identify a Board Member to sit on the selection panel. Also to provide a verbal update from the pre-appointment planning meeting, and, if possible a copy of the agreed Assessment Framework at the January Board meeting.

7. Any other Business

7.1 There was no other business to discuss.

8. Minutes of the Audit and Risk Committee Meeting on 17th October 2016 (JABS 2016 53)

8.1 The Board noted the minutes of the meeting and that the Secretariat would begin providing the Board with a financial report at each Board Meeting, starting in January 2017.